

Approved For Release 2009/07/22 : CIA-RDP86M00886R001100110001-0

DOCUMENTS CROSS-REFERENCED

ATTACHED:

ER-84-2704+1-2

Approved For Release 2009/07/22 : CIA-RDP86M00886R001100110001-0

Central Intelligence Agency



Washington, D.C. 20505

Executive Registry

84 - 2704/3

28 NOV 1984

STAT NOTE FOR:
MISG/ODP

FROM : Director of Central Intelligence

SUBJECT : Example of Excellence

STAT has brought to my attention your fine work late last year in saving us from some potentially very costly, new legislative requirements in the ADP acquisition area. I want you to know that all of us appreciate your good work on this issue. In addition, I've asked that the above memorandum describing your contribution be placed in your personnel file.

Thank you again for your initiative and hard work.

/s/ William J. Casey

William J. Casey

SUBJ: Example of Excellence

ORIG: ExDir(Taylor);smg 5Nov84

DIST:

Orig - Addse

1 - OD&E/CPG/CTD/OF

1 - Pers File:
MISG/ODP

1 - DCI

1 - ExDir

1 - ER

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Central Intelligence Agency



Washington, D.C. 20505

Executive Registry

84 - 2704/2

28 NOV 1984

STAT NOTE FOR:
OD&E/CPG/CTD/OF

FROM : Director of Central Intelligence

SUBJECT : Example of Excellence

I want to thank you for calling to my attention
in your memorandum of 18 October the fine performance
STAT of I appreciate your taking the time
to record this example of excellence. I have asked
that your memorandum to me, together with a covering
STAT note back to from me, be placed in
STAT file.

/s/ William J. Casey

William J. Casey

SUBJ: Example of Excellence

ORIG: ExDir (Taylor);smg 5Nov84

DIST:

Orig - Addse

1 - DCI

1 - ExDir

1 - ER



C-200

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USE ONLY☐ CONFIDENTIAL☐ SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

An Example of Excellence

FROM:

EXTENSION

NO.

ER 84-2704/1

DATE

22 OCT 84

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

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~~D/CIA, HQS~~

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C-200

Central Intelligence Agency



Washington, D.C. 20505

Executive Registry

84 - 2704/1

18 October 1984

MEMORANDUM FOR: Director, Central Intelligence Agency

FROM: [REDACTED]

OD&E/CPG/CTD/OF

SUBJECT: An Example of Excellence

1. Late last year, while I was on a rotational tour with the Office of the Comptroller, the Conference Report on the Department of Defense Appropriations Bill for FY 1984 set forth six requirements on automatic data processing (ADP) acquisition. The requirements, which were binding on the Agency, included a ban on the lease or installment purchase of ADP equipment, a ban on sole-source ADP procurements, a buy-out of all leased ADP equipment, and a number of ADP reporting requirements to supplement those already in place. The effect of these requirements would have been to increase greatly the amount of paper work the Agency had to do to justify its ADP acquisitions and to limit the options available for acquiring ADP equipment. The cost to the Agency would have been great, with no resulting benefit.

2. [REDACTED] of the Comptroller's Office was assigned the task of (1) satisfying the interim reporting requirements implied by the Conference Report, and (2) seeking relief from the requirements. After a first, quick-response request for an exemption was rejected by the House Appropriations Committee (HAC), Rich developed a strategy to attack the problem in a more systematic way. He sought information from the Directorates and worked closely with the Offices of Logistics and Data Processing and the National Photographic Interpretation Center to form a comprehensive picture of the Agency's ADP acquisition practices. His careful research and subsequent thorough economic analysis strongly demonstrated the inherent soundness of Agency ADP acquisition practices and their strict adherence to all applicable Agency and other US Government regulations.

SUBJECT: An Example of Excellence

STAT 3. On the basis of his analysis, [] composed a report that was sent to the Intelligence Community Staff over Mr. Brigg's signature for inclusion into a Community-wide response to the HAC recommendations. The Staff liked the report so much they based the Community response on it, using most of its language.

STAT 4. At the same time, [] report was sent to the Chairmen of the two relevant Congressional committees (House and Senate Appropriations) over Mr. McMahon's signature. The following statement from Mr. Addabbo of the House Appropriations Committee speaks for itself:

Your letter sets forth very cogently the reasons why the application of the ADP acquisition requirements would adversely impact on the performance of CIA's unique missions. Therefore, the Committee agree that CIA should be exempt from those requirements.

STAT 5. Throughout this activity [] was "just doing his job." But he did it with such imagination and determination and with such salutary results that I wanted to share his efforts and his success with you as an example of excellence.

STAT

SUBJECT: An Example of Excellence

Distribution:

STAT 1 - Addressee
1 - [redacted] IHG/COMPT
1 - [redacted] OD&E/CPG/CTD/OF
STAT DD/S&T/OD&E/CPG/CTD/OF [redacted]:11 (22 Oct 84)

EXECUTIVE SECRETARIAT
ROUTING SLIP

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI		X		
2	DDCI		X		
3	EXDIR		X		
4	D/ICS		X		
5	DDI		X		
6	DDA		X		
7	DDO		X		
8	DDS&T		X		
9	Chm/NIC				
10	GC				
11	IG				
12	Compt		X		
13	D/Pers				
14	D/OLL		X		
15	D/PAO				
16	SA/IA				
17	AO/DCI				
18	C/IPD/OIS				
19					
20					
21					
22					

SUSPENSE

Date

Remarks

JBC
Executive Secretary

22 June 1984

Date

3637 (10-81)

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Congress of the United States

House of Representatives

Committee on Appropriations

Washington, D.C. 20515

June 18, 1984

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CLERK AND STAFF DIRECTOR
KEITH F. MAINLAND

TELEPHONE:
(202) 225-2771

Executive Registry

BA-2704

Honorable John N. McMahon
Acting Director of Central Intelligence
Washington, D. C. 20505

Dear Mr. McMahon:

This responds to your letter of June 4, 1984, requesting that CIA be granted an exemption from the requirements governing the acquisition of automated data processing (ADP) equipment as set forth in the Conference Report on the Department of Defense (DOD) Appropriations Bill for FY 1984, and the Classified Annex to the Conference Report.

Your letter sets forth very cogently the reasons why the application of the ADP acquisition requirements would adversely impact on the performance of CIA's unique missions. Therefore, the Committee agrees that CIA should be exempt from those requirements.

Sincerely,

Joseph P. Addabbo
Joseph P. Addabbo
Chairman
Defense Subcommittee

DCI
EXEC
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A-105

Identical copy of
letter sent to
Ted Stevens

Washington, D.C. 20515

4 JUN 1984

The Honorable Joseph P. Addabbo
Chairman, Subcommittee on Defense
Committee on Appropriations
House of Representatives
Washington, D.C. 20515

Dear Mr. Chairman:

25X1 The purpose of this letter is to ask that CIA be exempted from the requirements governing the acquisition of automated data processing equipment as set forth in the Conference Report and Classified Annex of the Department of Defense Appropriations Bill for 1984. In our judgment, the Committee's proposals restricting procurement funding options and sole source procurement will hamper the CIA's ability to satisfy critical national security requirements in a timely and effective manner. In addition, we are persuaded that they would not necessarily achieve any significant cost savings. []

25X1 As you are aware, the CIA is critically dependent on ADP equipment for the handling of voluminous amounts of sensitive intelligence information. We currently use three methods to acquire this equipment: outright purchase, lease, and installment purchase. The availability of these procurement options permits our managers to tailor cost-effective strategies for the acquisition of ADP equipment; strategies that are based on the specific situation at hand. []

25X1 A lease strategy typically turns out to be advantageous when the equipment system life is relatively short. A system is assigned a short system life when the technical or programmatic requirement is short lived, new technology of uncertain performance or applicability is being evaluated, or technical obsolescence is imminent (that is, superior equipment is expected to be available in the near term). Under these circumstances, lease is almost always cost-advantageous compared to alternate procurement methods. []

25X1 Installment purchase plans are generally preferred in longer system life situations. A review of existing ADP equipment contracts (described below) demonstrated that installment purchase will frequently evaluate lower than outright purchase (using the standard 10 percent discount rate). Only [] installment purchase contracts were not economically advantageous. The system life discounted savings available through FY 1985 []

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buy-out of those four contracts averaged less than [] each. In addition, installment purchase has several other very important advantages. Under certain circumstances, the equipment may be returned to the vendor at no penalty to the Government. Thus, should the Congress not fund a program, for example, the equipment could be returned. The continuing financial relationship between the Government and the vendor serves also as an incentive for the latter to provide a maximum effort in support of the equipment. Lastly, in the situation where the Agency is faced with an unplanned new long-term requirement, the installment purchase option is invaluable. Equipment can be installed for relatively modest initial payments thereby permitting the necessary quick reaction and avoiding expensive long-term leasing. []

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Another important consideration is the relationship between technological obsolescence and procurement funding strategy. The demanding nature of Agency ADP activities frequently requires the use of state-of-the-art ADP equipment. This equipment generally offers the only prospect of meeting the exceptionally stringent performance and availability requirements associated with the timely manipulation of massive amounts of intelligence data. Unfortunately, use of state-of-the-art equipment generally implies the acceptance of what amounts to considerable technical and cost risk. The only responsible way to manage this risk is through the use of procurement options such as lease and installment purchase. Otherwise the Agency is at risk, on the one hand, of technological obsolescence stemming from a reluctance or inability to financially commit to the purchase of costly new technology, or, on the other hand, of being saddled with ownership of a "white elephant" should the technology not prove itself. Therefore, having lease and installment purchase options available is absolutely vital to the responsible management of state-of-the-art ADP activities. []

As requested in the Conference Report, we carefully examined CIA ADP equipment currently under lease or installment purchase contract to identify items for which a buy-out would be cost-effective. This latter review resulted in the identification of only [] in potential savings over five years. These savings, which were computed using a 10 percent discount rate, should be viewed in the context of expenditures of over [] in FY 1985 alone on ADP equipment. Moreover, buy-out of the equipment in FY 1985 would require an additional (unbudgeted) []. The detailed results of this CIA review, along with results of similar reviews performed in other NFIP agencies, have been forwarded to the Intelligence Community Staff. The ICS is preparing a consolidated report for your Committee. []

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Your Committee has also proposed limiting sole source procurement. Agency policy strongly supports the competitive acquisition of ADP equipment. Regulations and procedures, both Government-wide and Agency, require ADP equipment to be procured competitively unless an explicit and detailed justification is provided. Many valid technical or operational situations exist, however, that do not meet the strict "national exigency" criterion proposed by Congress but do clearly justify acquisition on a sole source basis. Examples include unique technical or programmatic requirements, extreme time sensitivity, sensitive operational situations, or low value

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procurements, where the cost of competition would clearly outweigh any conceivable savings. In situations such as these, the sole source procurement option is both essential and supported by existing Government and Agency regulations. Any changes to existing regulations that foster "competition for competition's sake" clearly would not be in the best interest of the Government, or for that matter, the vendor community. Moreover, when security or time sensitivity is an overriding requirement, the drastic limitation of sole source procurement would lessen our ability to fulfill our national security mission. We, therefore, must strongly recommend that existing competitive procurement regulations not be modified. []

With respect to reviewing sole source acquisitions, the Agency has for many years had a thorough internal procedure for that purpose. All procurement actions above [] in contract value must be approved by the Director of Logistics. To assist him in this task, the Agency has an advisory board, known as the Agency Contract Review Board (ACRB), made up of senior managers from all directorates. This board reviews all acquisitions, competitive or sole source, ADP or otherwise, that meet the [] Director of Logistics approval threshold. Furthermore, Agency regulations and procedures require that all sole source procurement actions with contract value greater than [] have at least one additional level of review above that of the contracting officer with direct responsibility. Thus all sole source contract actions of significance are approved by senior contracting personnel. These procedures provide, in our view, the proper balance between oversight and management autonomy. []

In summary, we seek exemption from the proposed Congressional restrictions on funding options and sole source procurement. We feel strongly that existing procedures are sound and cost-effective. Though sympathetic with Congressional intent, we believe the proposed changes will create artificial impediments to the successful performance of our mission. []

Sincerely,

/S/ John N. McMahon

John N. McMahon
Acting Director of Central Intelligence

SECRET

SUBJECT: Letter to Congress on ADPE Acquisition

Distribution:

Orig. - Addressees

- 1 - Executive Director
- 1 - Executive Registry
- 1 - Acting Director of Central Intelligence
- 1 - Director, Intelligence Community Staff
- 1 - Director, Office of Legislative Liaison
- 1 - Deputy Director of Intelligence
- 1 - Deputy Director of Operations
- 1 - Deputy Director of Science & Technology
- 1 - Deputy Director of Administration
- 1 - Compt Subj
- 7 - Comptroller Group Chiefs
- 1 - IHG Subj
- 1 - IHG Chrono

STAT

O/Compt/IHG, (1 Jun 84)

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Central Intelligence Agency



Washington, D.C. 20505

4 JUN 1984

MEMORANDUM FOR:

Director, Intelligence Community Staff

SUBJECT:

Report to Congress on ADPE Acquisition

REFERENCES:

- A. Memorandum for Charles A. Briggs, CIA Program Manager, et al., from [redacted], D/P&BS/ICS, dtd 14 Feb 1984, Subj: Congressional Concerns on ADP Acquisition (DCI/IC 84-3519)
- B. Memorandum for [redacted] C/IHG/Compt/CIA, et al., from [redacted] P&BS/ICS, dtd 14 Mar 1984, Subj: Report to Congress on ADPE Acquisition (DCI/IC 84-3940)

1. This memorandum transmits the results of a review of certain aspects of CIA automatic data processing equipment (ADPE) acquisition. This review was requested by the Appropriations Committees; follow-up tasking was provided to all NFIP agencies via the references. The results of our review may be summarized as follows:

- Only 11 CIA program ADPE contracts exist utilizing the lease or installment purchase method of acquisition for which a 1 January 1985 buy-out would result in system life discounted savings. For these systems, the total discounted savings over five years resulting from a fiscal year 1985 buy-out would be approximately [redacted]

[redacted] The 1985 component of these savings represents less than 0.4 percent of planned 1985 CIA ADPE expenditures of approximately [redacted]. Achieving these system life discounted savings would require almost [redacted] of additional (unbudgeted) funds in 1985.

- Congressional recommendations to limit the use of lease and installment purchase procurement options, though well-intentioned, are

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shortsighted. Lease is without question appropriate when economic analysis indicates it will result in the lowest overall evaluated cost to the Government over the system life. Similarly, installment purchase is an important option that increases our leverage over vendors, allows us to avoid budget "spikes" and, when subjected to a discounted cost analysis, often turns out to be less costly than outright purchase. Finally, the installment purchase option permits us to react quickly and cost-effectively to crisis situations. The loss of one or both of these options would curtail our management and budgeting flexibility, contribute to technological obsolescence, and probably wind up costing the taxpayers money.

- Additional Congressional constraints on and review of sole source procurement are unrealistic and would be counter-productive. Sole source procurement, though not preferred, is occasionally the only feasible procurement approach. Existing Government-wide and Agency regulations provide for this approach and those regulations should not be altered. To do so could seriously inhibit our ability to satisfy, in a timely manner, critical national security requirements; risk disclosure of sensitive national security information; cause unnecessary Government and vendor expenditures; and erode confidence in our procurement system. [redacted]

2. Overall, we are convinced that CIA's present ADPE acquisition policies, regulations, and procedures are cost-effective. Though sympathetic with Congressional intent, we believe that the proposed changes will create artificial impediments to the performance of our mission. Consequently, we will seek exemption from the proposed Congressional limitations on funding options and sole source procurement. [redacted]

3. If there are further questions, please do not hesitate to contact me or my staff. [redacted]

[redacted]
Charles A. Briggs
Executive Director

Attachment:
As stated

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Attachment

Report to Congress on ADPE Acquisition [REDACTED]

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FY 1985 ADPE Buy-out Opportunities

1. At the request of Congress, we performed an Agency-wide review of ADP equipment (ADPE) lease and installment purchase contracts to identify 1985 buy-out opportunities. Excluded was ADPE already scheduled for a 1985 or earlier buy-out, or ADPE with an 1985 purchase price of less than [REDACTED]. Based on this review, [REDACTED] systems or major items were identified with a total 1985 ADPE lease or installment payment due of [REDACTED]. This latter figure represents approximately [REDACTED] of all planned Agency 1985 ADP equipment expenditures. [REDACTED]

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3. A discounted cost analysis was performed on the equipment items noted above using the 10 percent discount rate called for in existing acquisition regulations. Annual factors were taken from Department of Defense Instruction 7041.3, Economic Analysis and Program Evaluation for Resource Management, 18 October 1972. [REDACTED]

4. The ratio of the discounted lease or installment purchase cost over the system life to the equivalent cost assuming a 1 January 1985 buy-out also was calculated and used as a ranking factor. For the [REDACTED] items displayed in Table 1, the ranking factor is greater than one. Only these items have a buy-out less costly than continued lease or installment purchase. If the current procurement options are maintained, these [REDACTED] items will cost [REDACTED] in 1985. This represents less than [REDACTED] percent of the applicable 1985 ADPE lease and installment purchase funds. [REDACTED]

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5. The [REDACTED] discounted savings occur over a five year period, and therefore are equivalent to savings of approximately [REDACTED]. To put these savings figures in perspective, ADP equipment expenditures (all procurement methods) in 1985 are approximately [REDACTED]. The estimated maximum annual discounted savings therefore are less than [REDACTED] percent of 1985 ADP equipment expenditures. [REDACTED]

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6. The limited potential savings, we believe, are indicative of the soundness of the CIA's ADPE funding strategy. We generally use lease sparingly, only when it makes economic sense. We use installment purchase

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more frequently since it generally is cost-effective, plus it has certain management and budgeting advantages over outright purchase. (The rationale behind our lease and installment purchase strategy is presented in more detail in the next section.) We will continue to monitor the identified contracts for savings opportunities. Supplemental funding will be required in 1985, however, if we are to effect the identified savings.

Lease and Installment Purchase Acquisition Options

7. Based on current planning, the CIA will spend an estimated percent of its 1985 ADP equipment budget for the outright purchase of equipment, percent for installment purchase, and the remaining percent for equipment lease. Congress has proposed restrictions on procurement options other than outright purchase. We believe such restrictions are not in the best interest of the Government.

8. Lease typically turns out to be advantageous when the equipment system life is relatively short. A system is assigned a short system life when the technical or programmatic requirement is short lived, new technology of uncertain performance or applicability is being evaluated, or technical obsolescence is imminent (that is, superior equipment is expected to be available in the near term). Under these circumstances, lease is almost always cost-advantageous compared to alternate procurement methods.

9. Installment purchase plans (primarily alternate or annual payment plans--APPs) generally are preferred in longer system life situations. Installment purchase will frequently evaluate lower than outright purchase (using the standard 10 percent discount rate). In addition, installment purchase has several other very important advantages. Under certain circumstances, the equipment may be returned to the vendor at no penalty to the Government. Thus, should the Congress not fund a program, for example, the equipment could be returned. The continuing financial relationship between the Government and the vendor serves also as an incentive for the latter to provide a maximum effort in support of the equipment. Another important advantage in the use of installment purchase is it avoids difficulties associated with large swings in budget requests. The difficulties in obtaining large amounts of purchase funds would encourage the retention of obsolete equipment and erode our technological base. Lastly, in the situation where the Agency is faced with an unplanned new long-term requirement, the installment purchase option is invaluable. Equipment can be installed for relatively modest initial payments thereby permitting the necessary quick reaction and avoiding expensive long-term leasing, or the difficulties associated with seeking supplemental appropriations.

10. Another important point should be made on the relationship between technological obsolescence and procurement funding strategy. The demanding nature of Agency ADP activities frequently requires the use of state-of-the-art ADP equipment. This equipment generally offers the only prospect of meeting the exceptionally stringent performance and availability

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requirements associated with the timely manipulation of massive amounts of intelligence data. Unfortunately, use of state-of-the-art equipment generally implies the acceptance of what amounts to considerable technical and cost risk. The only responsible way to manage this risk is through the use of procurement options such as lease and installment purchase. Otherwise the Agency is at risk, on the one hand, of technological obsolescence stemming from a reluctance or inability to financially commit to the purchase of costly new technology, or, on the other hand, of being saddled with ownership of a "white elephant" should the technology not prove itself. Therefore, having lease and installment purchase options available is absolutely vital to the responsible management of state-of-the-art ADP activities. []

Competitive Acquisition

11. Congress has proposed a policy to drastically limit sole source procurement. Agency policy strongly supports the competitive acquisition of ADP equipment. Regulations and procedures, both Government-wide and Agency, require ADPE to be procured competitively unless an explicit and detailed justification is provided. Many valid technical or operational situations exist, however, that do not meet the strict "national exigency" criterion proposed by Congress but do clearly justify acquisition on a sole source basis. Examples include unique technical or programmatic requirements, extreme time sensitivity, sensitive operational situations, or low value procurements, where the cost of competition would clearly outweigh any conceivable savings. In situations such as these, the sole source procurement option is both essential and supported by existing Government and Agency regulations. Any changes to existing regulations that foster "competition for competition's sake" clearly would not be in the best interest of the Government, or for that matter, the vendor community. In those situations where sole source can be fully justified under existing procedures, engaging in an expensive but essentially artificial competition would be mismanagement. Moreover, when security or time sensitivity is an overriding requirement, the drastic limitation of sole source procurement would lessen our ability to fulfill our national security mission. We, therefore, must strongly recommend that existing competitive procurement regulations not be modified. []

12. With respect to reviewing sole source acquisitions, the Agency has for many years had a thorough internal procedure for that purpose. All procurement actions above [] in contract value must be approved by the Director of Logistics. To assist him in this task, the Agency has an advisory board, known as the Agency Contract Review Board (ACRB), made up of senior managers from all directorates. This board reviews all acquisitions, competitive or sole source, ADP or otherwise, that meet the [] Director of Logistics approval threshold. Furthermore, Agency regulations and procedures require that all sole source procurement actions with contract value greater than [] have at least one additional level of review above that of the contracting officer with direct responsibility. Thus all sole source contract actions of significance are approved by senior contracting personnel. These procedures provide, in our view, the proper balance between

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oversight and management autonomy. Additional review, as suggested by Congress, either external or by senior Agency management, would be counter-productive. It would diminish the efficiency and timeliness of the contracting process, and erode the responsibility of contracting officers and cognizant technical personnel.

Other Congressional Concerns

13. Congress requested that an ADPE inventory be developed and maintained. The Office of Data Processing (ODP) has instituted a project to update the existing Agency-wide ADPE inventory. The inventory is somewhat outdated because resources to maintain it have not been available. Congress also wants assurances that ADP equipment is being efficiently reutilized when no longer needed by an activity. Agency regulations require that all ADP equipment when it nears the end of its system life be reviewed by ODP for possible reassignment within the Agency. (Excess ADPE is turned over to the General Services Administration for Government-wide reutilization). Rigorously enforced property management procedures have ensured that this ODP expert review has occurred prior to any ADP equipment leaving Agency control.

14. Finally, Congress expressed concern that contracting officers receive sufficient training in ADP procurement so they can effectively protect the Government interest. We believe our current contracting officer training program is appropriate in this regard. Formal training is supplemented by extensive on-the-job training. This is made possible by the existence of a branch within our Office of Logistics whose sole responsibility is ADP procurement. New personnel receive on-the-job ADP procurement training from more experienced branch members. We believe the mix of formal and on-the-job training is appropriate for developing expertise in the difficult ADP procurement specialty.

SECRET

SUBJECT: Report to Congress on ADPE Acquisition

Distribution:

Orig. - Addressee

- 1 - Executive Director
- 1 - Executive Registry
- 1 - Director, Office of Legislative Liaison
- 1 - Deputy Director of Intelligence
- 1 - Deputy Director of Operations
- 1 - Deputy Director of Science & Technology
- 1 - Deputy Director of Administration
- 1 - Director of Data Processing
- 1 - Director of Finance
- 1 - Director of Logistics
- 1 - Director of Scientific & Weapons Research
- 1 - Director, NPIC
- 1 - Information Systems Planning Officer/PS/DCI
- 1 - Compt Subj
- 7 - Comptroller Group Chiefs
- 1 - IHG Subj
- 1 - IHG Chrono

O/Compt/IHG/ [] (1 Jun 84)

STAT

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IMMEDIATE

Form 3-65 160c

SUBJECT: (Optional)

Report to Congress on

FROM:

O/Comptroller

EXTENSION

ET

COMPT 514-84

DATE

1 June 1984

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

~~ER~~

Transmitting letters for ADCI signature. Please call [] when they have been signed.

2.

ER

1 JUN 1984

Thanks

3.

ExDir

1 June

3-4: My letter responds to D/2's request. The letters for your signature to [] and [] go beyond the IC's request. Line has already requested exemption for RSA; I strongly encourage you to sign the enclosed exemption requests for CIA.

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ADCI

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DCI
EXEC
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610 USE PREVIOUS EDITIONS

C-200
F A-105

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